

KILMARNOCK TOWN COUNCIL
Monday, September 15, 2014
Town Hall
Kilmarnock, VA

Regular Meeting Minutes

1. Call to Order:

Mayor Umphlett called the Regular Meeting to order at 7:00 pm with the following Councilmembers present:

Mayor Mae P. Umphlett
Vice-Mayor Rebecca T. Nunn
Major Chris Allen

Mr. Keith Butler
Dr. Curtis H. Smith
Capt. Michael Sutherland

Members Absent:

Mr. Emerson Gravatt

Staff present:

Tom Saunders, Town Mgr.
Susan Cockrell, Deputy Town Mgr.
Marshall Sebra, Zoning Adm/Planning Director
Paul C. Stamm, Jr., Town Attorney
Cindy Balderson, Town Clerk
Michael S. Bedell, Chief of Police

Mayor Umphlett welcomed Kilmarnock residents, business owners, and guests including members of the Boy Scout Troop 242. Mayor Umphlett led the recital of the Pledge of Allegiance.

2. Acceptance and Approval of Agenda

ACTION: Vice-Mayor Nunn made a motion to accept the September 15, 2014 Town Council meeting agenda as presented, seconded by Councilmember Sutherland; and carried unanimously.

3. Approve, Correct, or Amend the Minutes of the August 18, 2014 Town Council Meeting

ACTION: Vice-Mayor Nunn made a motion to approve the August 18, 2014 Town Council meeting minutes as presented, seconded by Councilmember Smith; and carried unanimously.

4. Public Comments and Presentations:

Mayor Umphlett invited members of the public to speak on any matter with the exception of scheduled public hearings and to limit their comments to three minutes per person.

There were no public comments or presentations at this time.

5. Public Hearing

The purpose of the hearing was to solicit public input regarding proposed code revisions to Town's Floodplain Overlay Ordinance, Ch.54, Article VI, as mandated by the State of Virginia.

A. Description of the Proposed Ordinance

Zoning Administrator/Planning Director Sebra gave a brief description of the purpose for the proposed code revisions to the Town's Floodplain Overlay Ordinance explaining that the changes were mandated by the state and necessary by October 2nd, 2014.

B. Mayor Umphlett opened the public hearing.

C. Mayor Umphlett asked for public comment.

There were no comments.

D. Mayor Umphlett asked for additional staff comments.

Town Manager Saunders advised Council that the revision to

the ordinance could not be handled administratively and that was why this issue was being brought before them.

E. Mayor Umphlett closed the public hearing.

F. Mayor Umphlett asked for Council's discussion and/or action.

ACTION: Councilmember Sutherland made the motion to approve the state mandated revisions to the Town's Floodplain Overlay Ordinance as presented and to be in place by October 2, 2014, seconded by Vice-Mayor Nunn; and carried unanimously.

6. Planning Commission Report: Council-Liaison Allen

Councilmember Allen reported that the Planning Commission held elections at their September 8, 2014 meeting, whereas Lindsay Gardner became Chair, Ann Towner became Vice-Chair, and Neill Shultz became secretary. The Planning Commission also discussed the proposed Town Park.

7. Committee Reports:

A. Police and Public Safety Committee: Councilmember Gravatt, Chair

1. Report from September, 2014 meeting.

A copy of the Committee meeting notes was included in each Councilmember's packet.

Vice-Mayor Nunn gave the report in lieu of Councilmember Gravatt's absence.

2. Recommendations to Council

There were no recommendations made to Council.

B. Economic Development Committee: Councilmember Gravatt,
Chair

1. Report from September, 2014 meeting

A copy of the Committee meeting notes was included in each Councilmember's packet.

Vice-Mayor Nunn gave the report in lieu of Councilmember Gravatt's absence.

2. Recommendations made to Council

There were no recommendations made to Council.

C. Streets, Sidewalks, and Playground Committee: Councilmember
Butler, Chair

1. Report from September, 2014 meeting

A copy of the Committee meeting notes was included in each Councilmember's packet.

2. Recommendations made to Council

Recommend that Council present a Resolution of Appreciation to Eagle Scout Shane Barnhardt and Life Scout Kevin Headley for the completion of their "safe passage" project at Baylor Park.

Mayor Umphlett and Town Manager Saunders presented the Resolutions of Appreciation to Shane Barnhardt and Kevin Headley.

D. Water and Sewer: Councilmember Sutherland Chair

1. Report from September, 2014 meeting.

A copy of the Committee meeting notes was included in each Councilmember's packet.

2. Recommendations made to Council.

Recommend that Council authorize the acceptance of the DEQ Consent Order as drafted.

ACTION: Councilmember Sutherland made the motion to authorize the acceptance of the DEQ Consent Order as drafted, seconded by Vice-Mayor Nunn; and carried unanimously.

E. Admin/Finance Committee: Vice-Mayor Nunn, Chair

1. Report from September, 2014 meeting

A copy of the Committee meeting notes was included in each Councilmember's packet.

2. Recommendations to Council

a. Recommend that Council approve the disbursements from August 19, 2014 through September 14, 2014.

ACTION: Vice-Mayor Nunn made the motion to approve disbursements from August 19, 2014 through September 14, 2014 totaling the amount of \$124,214.04, seconded by Councilmember Sutherland; and carried unanimously.

b. Recommend that Council establish \$115,000 as the asking price for Lot 5 in the existing Technology Park.

ACTION: Vice-Mayor Nunn made the motion to establish \$115,000 as the asking price for Lot 5 in the existing Technology Park, seconded by Councilmember Allen; and carried unanimously.

c. Recommend that Staff pursue trademarking and/or copywriting of Town logo.

ACTION: Vice-Mayor Nunn made the motion to authorize Staff to pursue trademarking and/or copywriting the Town logo, seconded by Councilmember Smith; and carried unanimously.

8. Old Business

There was no discussion.

9. New Business:

Town Manager Saunders read the Proclamation in support of Constitution Week 2014 which was endorsed by Mayor Umphlett.

10. Comments:

A. Public Comments

There were no comments.

B. Town Attorney – Paul C. Stamm, Jr.

There were no comments.

C. Mayor – Mae P. Umphlett

There were no comments.

D. Council

There were no comments.

E. Town Manager – Tom Saunders

Town Manager Saunders reported that he was pleased with the planning process of the “People’s Park” and encouraged everyone to give their feedback. Mr. Saunders advised that the VML Conference cancellation date was September 18th and anyone who had signed up but could not attend would need to inform Deputy Town Manager Cockrell

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before that date. Mr. Saunders thanked everyone for being supportive during his family's time of need.

Deputy Town Manager Cockrell gave a presentation on the progress of the Rappahannock River Communities Branding Project.

11. Adjournment

ACTION: Councilmember Butler made the motion to adjourn, seconded by Councilmember Allen; and carried unanimously.

Meeting adjourned: 7:49 pm

Prepared by:

Joan N. Kent, Transcriber

Mae P. Umphlett, Mayor

Cindy Balderson, Town Clerk